

## **CHECK OUT PROCEDURES - SUMMER**

We hope you enjoyed your stay at Pine Notch! Please.....

- ✓ **Leave beds unmade. Leave used towels and wash cloths on hooks located in the bathrooms and bedrooms. This lets our staff know what linens have been used.**
- ✓ **Return any furniture that has been moved back to its original location.**
- ✓ **Turn off all mini splits A/C units in kitchen and bedrooms.**
- ✓ **Remove all items from the refrigerator/freezer except for ice.**
- ✓ **Load the dishwasher and start the cycle. Pods are under the sink.**
- ✓ **All trash needs to be placed in the dumpster by the gate. Please put the bar up to discourage our wild neighbors from accessing the trash.**
- ✓ **Close and lock any opened windows.**
- ✓ **Close and lock the sliding doors on the back and front porches.**
- ✓ **Turn off all lights.**
- ✓ **LOCK EXTERIOR FRONT DOOR by entering in you code and pressing the lock button. Please confirm the deadbolt engaged.**
- ✓ **Make sure grill is clean and covered.**
- ✓ **Make sure any outdoor areas you have enjoyed are trash and cigarette free.**

We would love for you to share your memories/experiences in our guest book on the coffee table. We would also appreciate any online reviews.

If there is anything that could have improved your stay – please let us know at 913-221-9630 / [pinenotchny@gmail.com](mailto:pinenotchny@gmail.com).

Safe Travels! We hope to welcome you back! The Ridings